

**SNP Administrative Review Findings****Discovery Charter School (9870)****Program Year 2018****Discovery Charter School (9870) \*\*New SFA\*\***

800 Canonie Dr.  
Porter, IN 46304-1100

**Food Service Contact**

Mrs. Erin L Labovitz  
Office Support Specialist  
(219) 983-9800  
FSMC: Ceres Food Group

**Executive Contact**

Mr. Ernesto Martinez  
CEO/Head of School  
(219) 983-9800

No. of Sites / Reviewed: 1 / 1  
Month of Review: January 2018

**Commendations**

- \* - Great job with procuring CERES food group to prepare fresh and made from scratch meals to your SFA.
- For a first year SFA, the record keeping and documentation was well organized.

Thank you for your hard work and success on the National School Lunch Program.

**Certification and Benefit Issuance - Discovery Charter School (9870)***126. Certification Benefits/Issuance Review Method, applications correctly approved?***Finding 9017: The application approval process is not implemented correctly.**

Based on the selected students, eligibility determination errors were found, as listed on the SFA-1.

Two applications were incorrectly approved for free benefits when they should be received reduced meal benefits.

*129. Household notification consistent with Off-site Assessment responses?***Finding 9000: Required language for notification letters**

The household was notified of their eligibility with meal benefits, however, some of the required language was not included. The SFA did not include the appeal language or the non-discrimination statement on their letter to households.

**Technical Assistance:**

The SFA was provided with the proper language to include on notification letters. Their notification letter has been edited and no further action is necessary.



## SNP Administrative Review Findings

## Discovery Charter School (9870)

### Program Year 2018

#### Discovery Charter School (6824)

800 Canonie Dr.  
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Office Support Specialist  
(219) 983-9800

Month of Review: January 2018

### General Program Compliance - Discovery Charter School (6824)

1411. Did any review of products indicate violations of the Buy American provision?

#### Finding 9000: Buy American Violation

The SFA has products in their kitchen that are not produced in the United States. There were fresh cucumbers that were a Product of Mexico and Grapes that were a Product of Chile.

#### Technical Assistance:

The SFA was made aware they are ultimately responsible for the foods their FSMC purchases. They were also made aware of the justification statement they can use if they need to purchase foods from outside the United States. No further action is necessary.